APPENDIX II
INDIVIDUAL SAFETY REVIEWS

Each reviewer produced a stand alone report for their assigned area. All nine of the reports as submitted to the safety review team are provided in this appendix. In addition to a narrative of their findings, each reviewer made specific recommendations for improving employee safety. These were sorted into seven topic areas relating to different aspects of administering a safety program. The complete list of all the recommendations made by each reviewer follows their respective safety report. The seven areas of safety program administration are as follows.

1. Directives, Manuals, and Operating Procedures
   Reviewers were asked to evaluate written guidance document related to their component including WS Directives, WS or APHIS level manuals (policy, training etc.), and written operating procedures for conducting specific activities.

2. Management and Administration
   This includes recommendations that managers and administration should consider beyond written guidance aimed at improving the oversight and management of employees. Some of the recommendations that might have been included in this category were categorized under "Culture" if it was more related to improving supervisor / employee relations or were actions geared towards promoting a stronger safety culture.

3. Training Programs
   Any recommendations made that related to improving existing training programs, employee certification requirements, or new training needs were included in this category.

4. Need for Additional Safety Staff
   The category only includes recommendations from reviewers that specifically addressed the need for additional staff to oversee safety programs.

5. Equipment, Facilities and Maintenance
   This category includes any recommendation related to changes to new or existing equipment, facilities or their maintenance.

6. Databases and Tracking Systems
   This category includes and recommendations made to improve or develop tracking systems or databases for common WS operations.

7. Culture
   This category includes any recommendations that were directed at or could be interpreted as a means of improving the cultural importance of safety. It could include improving communication among all levels of employees, methods of disseminating safety information, means of demonstrating the importance the program places on safety.